



# County of Fairfax, Virginia

*To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County*

August 6, 2007

Gregory A. Riegle  
McGuire Woods, LLP  
1750 Tysons Boulevard, Suite 1800  
McLean, VA 22102

Re: Special Exception Amendment Application SEA 85-D-097-05

Dear Mr. Riegle:

At a regular meeting of the Board of Supervisors held on August 6, 2007, the Board approved Special Exception Amendment Application SEA 85-D-097-05 in the name of The Potomac School. The subject property is located at 1301 Potomac School Road on approximately 89.99 acres of land zoned R-1 in the Dranesville District [Tax Map 31-1 ((1)) 5, 7, 8, 10A, 10B, 10C, and 12A]. The Board's action amends Special Exception Application SE 85-D-097, previously approved for a private school of general education and nursery school to permit an increase in land area, building additions and portable temporary classrooms, a maximum of 25 accessory employee housing units, and associated modifications to site design and development conditions, pursuant to Section 3-104 of the Fairfax County Zoning Ordinance, by requiring conformance with the following development conditions:

1. This Special Exception Amendment is granted for and runs with the land indicated in this application and is not transferable to other land.
2. A copy of this Special Exception Amendment and the Non-Residential Use Permit SHALL BE POSTED in a conspicuous place on the property of the use and be made available to all departments of the County of Fairfax during the hours of operation of the permitted use.
3. This Special Exception Amendment is subject to the provisions of Article 17, Site Plans, as may be determined by the Director, Department of Public Works and Environmental Services (DPWES). Any plan submitted pursuant to this Special Exception Amendment shall be in substantial conformance with the approved. Special Exception Amendment Plat entitled, The Potomac School, prepared by VIKa, dated November 1, 2006 and revised through July 18, 2007, and these conditions. Minor modifications to the approved Special Exception Amendment may be permitted pursuant to Paragraph 4 of Section 9-004 of the Zoning Ordinance.

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4. The regular Potomac School's ("Regular School") session may operate from September through June, and include a program of classroom, athletic, and other directly-related activities. Total maximum daily school enrollment shall be limited to eight-hundred and seventy-five (875) students in grades pre-kindergarten through twelve (12). Subject to conformance with Condition #16 below and subject to receiving a Non-RUP, the maximum daily enrollment may increase to 1075 students.

The School may opt to institute a year-round calendar for regular School sessions, in which case, the total maximum daily school enrollment shall not exceed eight-hundred-seventy-five (875) students in grades pre-kindergarten through twelve (12), except as provided below; the maximum daily enrollment may increase to 1075 students, subject to an acceptable level of bus ridership among students, as specified in Development Condition #16. This option may only be instituted in the event that Fairfax County Public Schools also adopts a year-round school calendar. Potomac School's class schedule shall be substantially in accord with that of the *Fairfax* County Public Schools, as determined by the Zoning Administrator.

5. Regular School session daytime hours of operation ("Regular School Day") shall be limited to the following:

- Monday through Thursday - 7:00 a.m. until 9:30 p.m.;
- Friday - 7:00 a.m. until midnight; and,
- Saturday - 8:00 a.m. until midnight.

The School may conduct overnight "sleep-overs" or "camp-outs" for students of the School; however, all students and faculty/staff involved with these events must be on-campus prior to the end of the Regular School Day, and shall remain on-campus until the beginning of the next day, as defined above. Emergency ingress/egress shall be permitted for unexpected events such as injury, illness, or family emergencies.

Events which were previously scheduled to be held on Monday through Saturday, but which were canceled/postponed due to inclement weather or other unforeseen circumstances, may be conducted on Sunday between the hours of 9:00 a.m. and 6:00 p.m. No other scheduled events may be conducted on Sundays unless otherwise permitted by Development Condition #8. Hours of operation shall not apply to faculty/employee residences or their occupants.

6. A child care center with a maximum daily enrollment of eighteen (18) children may be provided as an accessory use to the School. Use of this child care center shall be limited to the children or wards of School employees only. Hours of operation shall be limited to 7:00 a.m. until 6:00 p.m., Monday through Friday

7. Summer Programs. In June through August 15th, after the end of the Regular School session, a summer program of classroom, camp and directly related activities for ages three (3) years through grade twelve (12) may be conducted for a maximum of two (2),

three-week sessions. Hours of operation shall be limited to 8:00 a.m. until 6:00 p.m., Monday through Friday. Total enrollment shall not exceed six hundred-sixty (660) persons per session. In addition, related sports camps/clinics may be held for eight (8) scheduled weeks of summer program activities. Hours of operation shall be limited to 8:00 a.m. until 6:00 p.m., Monday through Friday. Maximum daily enrollment in all sports camps/clinics shall be limited to two-hundred-fifteen (215) students per day.

If year-round schooling is implemented pursuant to these development conditions, that year-round school activity will become the "regular school session," and no summer program activities, including the summer program and sports camps/clinics, shall be permitted.

In August, before the beginning of the Regular School session, field trips, study skills classes for School students, practice and scrimmages for School athletic teams and orientation programs may be conducted. Hours of operation shall be limited to 8:00 a.m. until sunset, Monday through Friday. However, school related team athletic practices may be held on the last two (2) Saturdays in August within the hours mentioned above.

8. Only the following events may be held on Sundays and then only between the hours of 9:00 a.m. and 6:00 p.m., with the exception of Baccalaureate, which may end no later than 8:30 p.m. and the indoor pitching clinics which must end by 9:00p.m.:

- African-American Family Admission Reception (maximum one (1) Sunday per year);
- Summer Program Open House (maximum one (1) Sunday per year);
- Private Lesson (student) Music Recitals (maximum two (2) Sundays per year);
- Summer Program Orientation (maximum one (1) Sunday per year);
- Student production theater matinees (maximum two (2) Sundays per year);
- Sporting Events, which may be required to be hosted by the Home Team (Potomac School) as a result of a tournament or playoffs (maximum of three (3) Sundays per year);
- McLean Little League Indoor Pitching Clinic (maximum forty (40) participants (Note: No more than fifteen (15) times per year as permitted by Condition #11) and,
- Baccalaureate (maximum of one (1) Sunday per year).

9. All use of the facilities and grounds is subject to each of the following prohibitions/conditions, unless specifically exempted.

Vehicular deliveries to the School and pickup of trash shall not be permitted before 7:00 a.m. or after 6:00 p.m., Monday through Friday; or on Saturdays or Sundays. This condition shall not apply to the following: (1) emergency repair vehicles (e.g. tow trucks, electrical or utility vehicles); (2) vehicles required for work that, for health and safety

August 6, 2007

reasons, cannot be performed in the authorized period; and, (3) caterers' and other contractors' vehicles and personnel providing support to School events.

Outdoor construction activities, or indoor construction activities which may produce noise audible outside of any structure under construction shall be limited to the hours of 7:00, a.m. until 7:00 p.m., Monday through Friday, and the hours of 9:00 a.m. until 6:00 p.m., Saturday.

While construction or renovation of any facility is in progress, construction-related vehicle traffic entering or leaving the School grounds shall be limited to the hours of 7:00 a.m. to 7:00 p.m., Monday through Saturday. Further, no construction-related vehicle traffic may enter or leave the School between the hours of 7:45 a.m. and 8:30 a.m., or between the hours of 2:45 p.m. and 3:30 p.m., weekdays, in order to facilitate drop-off and pick-up of students. No construction-related vehicle traffic shall be permitted on Sundays or federal holidays. Construction and construction-related traffic shall use the School's internal roadway system for access and shall not use the gravel road along the east.

10. Where an "ending" time for any activity or use is specified in these conditions, it shall mean cessation of all event-related activities except for clean up and departure from the campus. The School shall complete any such clean up expeditiously and shall make every effort to ensure that all event participants and attendees depart the campus within one-half hour of the specified "ending" time.

11. All School facilities, including but not limited to the athletic fields, the performing arts center and the natatorium, shall be used for School sponsored events only and shall not be rented or made available to groups or activities which are not conducted under the direct auspices of the School; except, however, fifteen (15) times per year, athletic fields/athletic facilities may be made available for community use provided, however, no more than two (2) of those times may be for use of the outdoor athletic fields.

12. The Potomac School shall provide appropriately located on-campus parking space with sufficient capacity for parking of vehicles owned and/or operated by School staff, students, parents, and visitors as shown on the Special Exception Amendment Plat. Parking of vehicles belonging to the school or owned by visitors to the school shall be prohibited within the Evermay Subdivision. This prohibition shall be included in the Student Handbook and in brochures/flyers which advertise individual events. If additional parking is required during special and occasional School-sponsored functions, such as Fall Frolics, the School shall utilize appropriate off-site parking facilities from which participants shall be transported by shuttle bus to the event. No shuttle bus stops for the collection or dispensing of passengers shall occur within the Evermay Subdivision. In order to discourage parking within the Evermay Subdivision, information detailing the location of off-site parking areas and shuttle bus details shall be

included in all advertisements and notices for these events. The School shall provide adequate traffic controls for, such overflow parking.

13. The School shall furnish, install and maintain traffic and driving protocol signs (i.e. "Speed" signs," and "Slow - School Zone" signs, etc.) on Potomac School Road at locations identified by the Evermay Community Association (ECA), mutually acceptable to the School and the ECA, and as approved by the Virginia Department of Transportation (VDOT).

14. Potomac School shall coordinate with the Fairfax County Department of Transportation (FCDOT) and VDOT in order to provide economically feasible traffic calming measures (e.g. round-abouts, traffic islands, etc.), which are mutually agreeable to the School and the ECA, on Potomac School Road, to the extent permitted and practical, as determined by the Director, DPWES.

15. Should it be agreeable to the ECA, and acceptable to VDOT, the School shall construct a free flow right-turn lane from Potomac School Road onto Route 123 northbound to permit freer flow and quicker clearing of this intersection.

16. A written survey shall be undertaken by the School every two (2) years, prior to the start of the regular session, of all families of enrolled students concerning School bus or car pool ridership. A car pool shall be defined as more than one (1) student per vehicle. These studies shall be developed and instituted with the goal of identifying reasons why students are not using buses or car pools to be transported to school. Incentives and procedural/policy changes shall be developed and instituted in order to encourage increased School bus and car pool ridership. Records of these surveys and their results shall be kept by the School for a minimum of six (6) years and shall be made available to the Zoning Administrator upon request.

Prior to implementing any increase in enrollment above 875 and/or, any subsequent permitted increases, the school shall demonstrate to the satisfaction of FCDOT for one full semester in the Regular School session immediately preceding the enrollment increase that fifty-five (55) percent of enrolled students, or such greater percentage, as required below, shall arrive at school in the morning by bus or on foot. Following such demonstration, up to fifty (50) additional students above the current 875 enrollment up to a maximum of 1075 students may be enrolled in any single Regular School session, subject to compliance with the minimum bus ridership/pedestrian arrival requirements, as follows:

- 876-925 students: fifty-five (55) percent;
- 926-975 students: sixty (60) percent;
- 976-1,075 students: sixty-five (65) percent

A new Non-RUP shall be instituted for each enrollment increase. Such Non-RUPs shall not be issued until FCDOT determines that the terms of this condition have been met. In addition, at least 30 days prior to submitting any request for a Non-RUP to increase enrollment, the school shall notify ECA of its intention to submit such a request. If, during the 60-day period following such submission, ECA provides evidence to the Zoning Administrator that the terms of this condition are not being fulfilled, no Non-RUP shall be issued until compliance with the conditions is demonstrated to the satisfaction of the Zoning Administrator.

The School shall regularly transport and demonstrate to the ECA and FCDOT that the minimum percentages of participants as specified above arrive at school by bus or on foot.

The School shall comply with the following requirements ("VTD Ceilings") Monday through Friday, during both the Regular School Session and each summer program:

- Twenty-four (24) Hour Period: There shall be a maximum daily average of 2,080 VTD in any semester or summer Measurement Period.
- From 7:00 a.m. to 9:00 a.m.: There shall be a maximum daily average of 710 VTD in any semester or summer Measurement Period.

Vehicle trips per day ("VTD") are defined as one vehicle trip into, or one vehicle trip out of the School's property. A round-trip into and out of the School's property constitutes two (2) VTD. All VTD counts shall be made by an independent contractor during periods of typical routine activity at the School over a consecutive five (5) day (Monday through Friday), 24-hour period and the results shall be averaged. Such counts shall be taken a minimum of once per regular school semester and once during the June through August summer program.

Compliance with the required percentages of bus ridership/walking to school shall be subject to the review and approval of the FCDOT. Records shall be kept and made available to Fairfax County that indicate the total number of students and percentage who are taking buses or walking to School in the morning each semester. Immediately prior to the beginning of each semester of Regular School and the summer programs, the School shall submit a written report to ECA and the Dranesville District Supervisor's office which includes the total number of students enrolled, the number of students to be counted as pedestrian arrivals or walkers, and the number of students who are counted as children of the School's full-time faculty or staff. A copy of this report shall be made available to the Zoning Administrator and FCDOT upon request.

In meeting the required busing/walking to school percentages, enrolled students who are children of full-time (full-day, five days per week) members of the School's faculty or staff may be excluded from the total number of enrolled students.

August 6, 2007

A failure to comply with the bus ridership/pedestrian arrival percentages and/or the vehicle trip limitations described herein, shall preclude any further increase in student enrollment until compliance with these conditions is demonstrated to the satisfaction of FCDOT.

Nothing in these development conditions shall preclude a private agreement between the school and Evermay that includes, but is not necessarily limited to, provisions for monitoring bus ridership and School-related traffic on Potomac School Road.

Written reports of the traffic monitoring program shall be submitted to the Dranesville District Supervisor's office and made available to the Zoning Administrator and FCDOT, upon request. Copies of such documents shall be provided to the ECA.

17. The School shall appoint a designated Car Pool Coordinator(s), who shall be responsible for contacting non-car pool/bus families annually and encouraging coordination and formulation of car pool efforts. Every effort shall be made to match similar routes and schedules for the purpose of putting together car pools. Designated parking spaces shall be reserved in convenient locations for vehicles which are used on a regular basis to transport two or more students to the School.

The Upper School Student Government leaders shall monitor the Upper School's car pool program and its effectiveness, as well as vehicular safety and traffic issues, and shall make recommendations to the School administration designed to improve the effectiveness of the car pool program and to mitigate those, identified vehicular and safety issues. The School shall encourage the Student Government to take an active role in traffic safety and management.

18. Driving privileges shall be limited to Juniors and Seniors only.

19. The Resource Protection Area (RPA) and the Stream Valley Environmental Quality Corridor (EQC) associated with Pimmit Run and as depicted on the SEA Plat shall be preserved and maintained as follows:

A. Pimmit Run and South Area. The conservation easement, for Best Management Practices, respecting the area owned by the School located south of Pimmit Run, along with Pimmit Run itself, shall remain.

B. North Area

(1) The area owned by the School and located north of and adjacent to Pimmit Run which contains slopes in excess of 15% shall be maintained and preserved by the School as a valuable natural asset as defined in (#2) below. No change in the nature or intensity of the use of this area, which change involves the removal of any tree exceeding four (4) inches at breast height, shall be made by the School without the prior written

approval of the Director, DPWES, who shall review such requests to determine whether tree removal is appropriate and, if so, whether protection shall be provided for ecologically sensitive areas, after a recommendation from the Environment and Policy Branch of the Department of Planning and Zoning (DPZ).

- (2) The North area shall be preserved as a valuable natural asset *and may be used only* in a manner that is consistent with its preservation as a natural asset, including, but not limited to: recreation use (including, but not limited to, athletics, walking, jogging, fitness testing, sledding and horseback riding); educational use (including science research, testing, and collection of samples); construction, maintenance, realignment of trails, fitness courses, and existing playing fields; planting, cultivation and removal of trees, shrubs, flowers, grass and vegetation consistent with Paragraph (#1) above; maintenance, repair and reconstitution of ponds and dams, (including grading and filling as required for maintenance of the dams); installation of small structures not exceeding thirty-six (36) inches in height; and, placement of signs (to prevent trespassing on the property of the party of the School and to mark the trails, fitness courses, fields and natural features).
- (3) No foreign material, debris, ashes, grass or vegetation clippings, trash, sawdust, stumps, or other unsightly or offensive material shall be placed or dumped in the North area.
- (4) No commercial sign, billboard or advertisement shall be displayed, placed or permitted to remain in the North area, except as provided in Paragraph (#2) above.

C. RPA/EQC

In order to mitigate the impact of the resurfacing/reconstruction of the parking facility which is located within the RPA/EQC, the School shall construct a rain garden along the perimeter of the parking lot, within the RPA/EQC, subject to the review and approval of DPWES. This rain garden shall consist of a drainage swale and appropriate water-tolerant landscaping, selected by the Applicant and as reviewed and approved by the Urban Forest Management, Department of Public Works and Environmental Services (DPWES). This rain garden shall be maintained as long as the parking area exists within the RPA/EQC. During final engineering, the Applicant may modify the layout of the parking lot shown within the RPA/EQC in order to minimize its impact on the RPA/EQC. All or a portion of the parking lot may be shifted outside of the RPA/EQC, as determined appropriate by the Director, DPWES and the Environmental and Development Review Branch, DPZ, without the need for a Special



Exception Amendment, provided that such relocation is in substantial conformance with the SEA Plat.

Notwithstanding references to the contrary on the Special Exception Amendment Plat, no bus parking shall be permitted in the parking lot within the RPA/EQC. Car parking may be permitted within the RPA/EQC; however, the Applicant shall coordinate with DPWES at the time of site plan approval, to minimize intrusion into the RPA/EQC.

There shall be no clearing and grading beyond the original clearing and grading limits for construction of the existing pond, construction of the parking lot and interpretative classroom and removal of the pool house, as approved under SEA 85-D-097-4. The proposed interpretative classroom located within the RPA/EQC shall be pavilion-style buildings (ie, not fully enclosed on the sides) and shall be raised off of the ground.

#### D. Access/Maintenance Easement

At the time of site plan approval and in accordance with the Trails Plan for the Pimmit Run Stream Valley Trail, the School shall grant to the Fairfax County Park Authority (FCPA) a twenty (20) foot wide trail easement in a form approved by the County Attorney; provided that FCPA agrees to maintain the trail; to indemnify and hold harmless the School from any liability resulting from the activities of FCPA or the public in the easement area; that no motorized vehicles be permitted to use the trail, with the exception of FCPA vehicles involved with trail maintenance; and, that the School shall have the right to enforce the vehicle prohibition by erecting barriers to vehicle use. The location of said easement shall be field located to the satisfaction of the School and FCPA but shall follow the course of the stream as generally depicted in the Comprehensive Plan Trails Plan Map. The trail shall be constructed of a material as determined by FCPA and the School.

20. Transitional screening requirements shall be modified along all lot lines to allow the existing vegetation to serve as transitional screening, as determined by the Urban Forest Management, DPWES, except as qualified below: that portion of Parcel 12A, which abuts Lot 61 of the Evermay Subdivision, and Parcels 7 and 8, where full Transitional Screening I shall be provided; and Lot 56, where two rows of staggered shrubs, four (4) to five (5) feet in height at maturity, shall be provided. However, alternate screening to Lots 56 and 61 may be provided if such is agreed to in writing by the owners of those lots.

Between the western edge of Parcel 8, eastward to the eastern edge of Parcel 92A of the Evermay Subdivision, opposite Parcel 7, a modification of the transitional screening requirement shall be approved in favor of a six (6) foot tall masonry wall, faced with brick on the northern side of the wall, which faces the Evermay Subdivision. The wall shall be located beyond the southern dripline of the existing trees, which is on the school side of the transitional screening yard, in order to ensure the preservation of the existing pine trees, as determined appropriate by the Urban Forest Management, DPWES. All measures determined necessary by the Urban Forest Management, DPWES, shall be taken to ensure that the pine trees are preserved. To provide effective, year-round screening of the parking lot located opposite Parcels 90A, 92B, and 92A of the Evermay Subdivision, supplemental plantings shall be provided and maintained between the existing pine trees and the parking lot, subject to Urban Forest Management approval. In addition to the landscaping and existing pine trees shown east of the proposed tennis courts, supplemental plantings which ensure that effective, year-round screening of the tennis courts from dwellings located on Parcels 92A of the Evermay Subdivision and on Parcels 20A and 17B shall be provided, subject to Urban Forest Management approval.

21. Barrier requirements along the western and southern peripheries of the site shall be waived, except that a 6-foot high masonry wall shall be provided along that portion of Parcel 12A which abuts Lot 61 of the Evermay Subdivision, and Parcel 7 and 8 along the same peripheries of those parcels as outlined in Development Condition #20. However, no barrier shall be required adjacent to Lot 61, of the Evermay Subdivision, if the owner of that lot determines in writing that a barrier is not desirable.

22. Best Management Practices shall be provided as determined by the Director, DPWES. Stormwater management (SWM) for the site shall be provided as generally depicted on the SEA Plat and in conformance with the applicable Public Facilities Manual (PFM) standards, unless waived and/or modified by DPWES. In addition, additional SWM facilities to control runoff generated from the proposed new impervious surfaces on the site may be permitted if determined necessary by DPWES.

23. To address the impacts associated with the two ballfields located in the Pimmit Run floodplain, the Applicant shall follow the turf maintenance and pest management plan which was developed pursuant to SPA 85-D-097-1. Vegetative Streambank Stabilization Plan, also developed pursuant to SPA 85-D-097-1, shall be implemented when substantial stream bank erosion has occurred. The Applicant shall be responsible for monitoring and implementing the Vegetative Streambank Plan. If requested, the Plan shall be made available, to the Directors of DPWES and the Zoning Administration Division (ZAD).

24. Access to Parcels 7 and 8 shall be provided by the on-campus roadway tie-ins as shown on the SEA Plat. All vehicles of attendees at on-site events shall use the on-campus road system. School employee and service vehicles may continue to use the existing gravel road, house driveways and parking apron on the property.

August 6, 2007

25. All newly constructed facilities shall be connected to public water and sewerage systems. If the existing on-site sewage disposal system malfunctions, connection of existing facilities to public sewer shall be required as determined by the Fairfax County Health Department.

26. Fairfax County Health Department approval for a maximum of 875 students shall be maintained. Increases in enrollment up to a maximum enrollment of 1075 students shall be subject to the review and approval of the Fairfax County Health Department.

27. All gravel driveways and parking areas within the School's property shall be paved to PFM standards, unless a waiver of the dustless surface requirement is approved by the Director, DPWES.

28. Proper pool cleaning procedures shall be implemented. Pool waters shall be properly neutralized prior to being discharged during draining or cleaning operations. The recommended method involves adding sufficient amounts of lime or soda ash to the acid cleaning solution to achieve a pH approximately equal to that of the receiving stream. The Virginia Water Control Board standards for the class II and III waters found in the Fairfax County range in pH from 6.0 to 9.0. In addition, the standard for dissolved oxygen shall be attained prior to the release of pool waters (a minimum concentration of 4.0 milligrams per liter). If the water being discharged from the pool is discolored or contains a high level of suspended solids that could affect the clarity of the receiving stream, it shall be allowed to stand so that most of the solids settle out prior to being discharged.

29. There shall be no night lighting of any athletic facility or recreational area. This does not preclude the use of safety/security lighting on campus, provided all such lighting is of a low-intensity design, directed internally toward the site, shielded as necessary to prevent off-site glare, and meeting the applicable standards in Part 9 of Article 14 of the Zoning Ordinance, as may be amended. Any parking lot lighting in areas visible from adjacent residential properties shall be limited to a combined maximum height of the light standards and fixtures to twelve (12) feet (as measured from the ground to the top of the fixture).

30. Any permanently installed outdoor public address system shall employ directional, horn-style speakers in sufficient numbers to limit volume and shall be placed to minimize carryover to adjacent residential areas. The use of temporary or portable sound systems shall be similarly restrained. In all cases, the School shall not cause or create noise in excess of the sound levels proscribed in Chapter 108 of the Fairfax County Code. Athletic events on the proposed baseball field in the southeastern area of the site shall not be announced or broadcast on any amplification system except during the end of school year tournaments.

31. The School shall meet with representatives of the ECA periodically or when appropriate, as mutually determined by the School and the ECA, to maintain continuing

communication on the operation of the School and any issues that may concern the Evermay community.

32. The limits of clearing and grading shall be strictly adhered to. Special attention shall be paid to any clearing and grading associated with the proposed field house/aquatic center to ensure that there is no encroachment into the RPA/EQC. Prior to any clearing and grading on the site, the limits of clearing and grading shall be fenced and flagged, as determined appropriate by Urban Forest Management, DPWES, to protect existing vegetation which is to be preserved, both on and off-site, and to prevent intrusions into the RPA/EQC. Clearing and grading limits around the border of the proposed ballfield shall be adjusted, as recommended by the Urban Forest Management, to minimize damage and/or removal of trees in that area.

33. During construction the school shall designate a 24-hour contact person and shall post the contact's name and phone number at the school in a place that is accessible at all times. This information shall be made available to the ECA and other adjacent property owners who may be impacted by construction.

34. Landscaping shall be provided in substantial conformance with that depicted on the SEA Plat and as required by Development Condition #44 below; however, wherever feasible, as determined by Urban Forest Management, DPWES, new plantings shall consist of native species, including hollies. A reforestation plan shall be submitted for the area noted on the SEA Plat as a reforested buffer. Species and number of plantings shall be subject to the approval of Urban Forest Management. A landscape plan for the stormwater management pond located in the central portion of the site which is being enlarged shall be submitted which provides for a riparian edge planted with aquatic plants and native species, subject to Urban Forest Management approval. All landscaping shall be phased and shall be installed concurrently with development of adjacent new facilities or new construction, subject to Urban Forest Management approval.

35. The scoreboards associated with the baseball fields shall be located and screened so as to avoid visibility from adjacent properties.

36. No more than 50% of the parking spaces shown on the new parking lot located adjacent to the Headmaster's residence shall be constructed prior to commencement of construction (including any clearing and grading) of the structure identified as a field house/aquatic center on the SEA Plat. If constructed in phases, the initial construction of the parking lot shall be in areas furthest from the property boundary. Subject to compliance with the parking requirements on the SEA Plat, there shall be no obligation to construct all of the parking in the area adjacent to the Headmaster's residence.

37. At such time as the existing fields located on Parcels 7 and 8 are in use, the Applicant shall ensure that at least one portable restroom facility is available and that such facility is located and screened to limit visibility from the gravel road that forms the northeastern and eastern boundary of the site.

38. A tree preservation plan shall be prepared and submitted for the review and approval of DPWES as part of the first and all subsequent submissions of the site plan. The preservation plan shall be prepared by a professional with experience in the preparation of tree preservation plans, such as a certified arborist or landscape architect, and shall be subject to the review and approval of the Urban Forest Management, DPWES.

The tree preservation plan shall consist of a tree survey that includes the location, species, size, crown spread and condition rating percentage of all trees 10 inches in diameter and greater, and 20 feet to either side of the limits of clearing and grading shown on the SEA Plat for the entire site. The tree preservation plan shall provide for the preservation of those areas shown for tree preservation, those areas outside of the limits of clearing and grading shown on the SEA Plat, and those additional areas in which trees can be preserved as a result of final engineering. The condition analysis ratings shall be prepared using methods outlined in the latest edition of the Guide for Plant Appraisal published by the International Society of Arboriculture. Specific tree preservation activities that will maximize the survivability of trees identified to be preserved, such as: crown pruning, root pruning, mulching, fertilization, and others as necessary, shall be included in the plan.

39. All tree preservation-related work occurring in or adjacent to tree preservation areas shall be accomplished in a manner that minimizes damage to vegetation to be preserved including any woody, herbaceous or vine plant species that occurs in the lower canopy environment, and to the existing top soil and leaf litter layers that provide nourishment and protection to that vegetation. Any removal of any vegetation or soil disturbance in tree preservation areas including the removal of plant species that may be perceived as noxious or invasive, such as poison ivy, greenbrier, multi-floral rose, etc. shall be subject to the review and approval of Urban Forest Management, DPWES.

The use of motorized equipment in tree preservation areas will be limited to hand-operated equipment such as chainsaws, wheel barrows, rake and shovels. Any work that requires the use of motorized equipment, such as tree transplanting spades, skid loaders, tractors, trucks, stump-grinders, etc., or any accessory or attachment connected to this type of equipment shall not occur unless pre-approved by Urban Forest Management, DPWES.

40. The limits of clearing and grading shall be marked with a continuous line of flagging prior to the pre-construction meeting. Before or during the pre-construction meeting, the limits of clearing and grading shall be walked by a representative of the Applicant, who is a certified arborist or landscape architect, with an Urban Forest Management, DPWES, representative to determine where adjustments to the clearing limits can be made to increase the area of tree preservation and/or to increase the survivability of trees at the edge of the limits of clearing and grading, and such adjustment shall be implemented. Trees that are identified specifically by Urban Forest Management in writing as dead or dying may be removed as part of the clearing operation. Any tree that is so designated

shall be removed using a chain saw and such removal shall be accomplished in a manner that avoids damage to surrounding trees and associated understory vegetation. If a stump must be removed, this shall be done using a stump grinding machine in a manner causing as little disturbance as possible to the adjacent trees and associated understory vegetation and soil conditions.

41. All trees shown to be preserved on the tree preservation plan shall be protected by tree protection fence. Tree protection fencing (four foot high, 14 gauge welded wire attached to 6 foot steel posts driven 18 inches into the ground and placed no further than 10 feet apart) shall be erected at the limits of clearing and grading as shown on the demolition, and Phase I and II erosion and sediment control sheets, as may be modified by Urban Forest Management.

All tree protection fencing shall be installed prior to any clearing and grading activities, including the demolition of any existing structures. The installation of all tree protection fence types shall be performed under the supervision of a certified arborist, and accomplished in a manner that does not harm existing vegetation that is to be preserved. Three days prior to the commencement of any clearing, grading, or demolition activities, but subsequent to the installation of the tree protection devices, Urban Forest Management, DPWES and the District Supervisor shall be notified and given the opportunity to inspect the site to assure that all tree protection devices have been correctly installed. If it is determined that the fencing has not been installed correctly, no grading or construction activities shall occur until the fencing is installed correctly, as determined by Urban Forest Management, DPWES.

42. A transplanting plan shall be provided as part of the first and all subsequent submissions of the site plan for review and approval by Urban Forest Management, DPWES, and shall implement the plan as approved. The transplanting plan shall be prepared by a professional with experience in the preparation of tree transplanting plans, such as a certified arborist or landscape architect. Depending upon site constraints, the plan shall address one or all of the following items, as determined by Urban Forest Management, DPWES:

- The species and sizes to be transplanted;
- The existing locations of the trees;
- The proposed final locations of the trees;
- The proposed time of year when the trees will be moved;
- The transplant methods to be used, including tree spade size if applicable;
- Details regarding after-transplant care, including mulching and

watering, and, if necessary, support measures such as cabling, guying or staking; and

- Details regarding equipment to be used to transport plant materials, and (if the transplantation area in which the trees will be located is in a preservation area) the routing of such equipment.

43. The demolition of existing features and structures shall be conducted in a manner that does not impact on individual trees and/or groups of trees that are to be preserved as reviewed and approved by Urban Forest Management, DPWES. Methods to preserve existing trees may include, but not be limited to the use of super silt fence, welded wire tree protection fence, root pruning, mulching, as approved by Urban Forest Management.

44. Prior to site plan approval for new construction depicted on the SEA Plat for SEA 85-D-097-5, siltation and erosion control measures, which incorporate "super silt" fencing or similar products designed to prevent erosion and sedimentation, shall be designed and implemented by the Applicant, subject to the review and approval of DPWES. Furthermore, prior to site plan approval, a program for periodic inspection of all siltation fencing and related erosion control measures prior to and following significant rainfall events shall be designed and implemented by the Applicant, subject to the review and approval of DPWES. Written records of such inspections shall be maintained by the Applicant. Finally, prior to site plan approval, a planting and maintenance program shall be designed by the Applicant to ensure that cleared areas are replanted and stabilized as soon as practicable in accordance with accepted engineering and horticultural practices, as reviewed and approved by DPWES and Urban Forest Management.

45. During reconstruction of the lower/middle school (designated as Building A on the SEA Plat), classes may be held within up to three temporary modular classrooms. These modular classrooms shall be approximately 24 feet by 72 feet and 18 feet in height and may be located in any of the five locations depicted on the SEA Plat. Upon the granting of Non-RUP for the new lower and middle school improvements, the temporary modular classrooms shall be removed and any disturbed area occupied by said classrooms shall be restored and/or revegetated, as determined by Urban Forest Management, DPWES.

46. The single-family detached dwellings used for faculty and employee housing (designated as "K", "L", "M", "N", and "O" on the SEA Plat) shall be owned by the Potomac School and leased to Potomac School employees and faculty only.

47. Despite that which is depicted on the SEA Plat, the maximum height of the field house/aquatic center (designated as "E" on the SEA Plat) shall be 35 feet.

**The Board also:**

- Modified the transitional screening requirement along all property lines to the existing vegetation and supplemental landscaping as depicted on the SEA Plat; and
- Waived the barrier requirement along the site's southern and western property lines.

This approval, contingent on the above noted conditions, shall not relieve the Applicant from compliance with the provisions of any applicable ordinances, regulations, or adopted standards. The Applicant shall be himself responsible for obtaining the required Non-Residential Use Permit through established procedures, and this Special Exception Amendment shall not be valid until this has been accomplished.

Pursuant to Section 9-015 of the Zoning Ordinance, this Special Exception Amendment shall automatically expire, without notice, thirty (30) months after the date of approval unless the use has been established or construction has commenced and been diligently prosecuted. The use shall be considered established when the first Non-RUP for activities authorized by these conditions has been issued. The Board of Supervisors may grant additional time to establish the use or to commence construction if a written request for additional time is filed with the Zoning Administrator prior to the date of expiration of the Special Exception Amendment. The request must specify the amount of additional time requested, the basis for the amount of time requested and an explanation of why additional time is required.

Sincerely,

A handwritten signature in cursive script, appearing to read "Nancy Vehrs".

Nancy Vehrs  
Clerk to the Board of Supervisors  
NV/dms



cc: Chairman Gerald E. Connolly  
Supervisor DuBois, Dranesville District  
Janet Coldsmith, Director, Real Estate Division, Dept. of Tax Administration  
Regina Coyle, Director, Zoning Evaluation Division, DPZ  
Diane Johnson-Quinn, Deputy Zoning Administrator, Dept. of Planning and Zoning  
Charlene Fuhrman-Schulz, Development Officer, DHCD/Design Development Division  
Thomas Conry, Dept. Manager. – GIS - Mapping/Overlay  
Angela K. Rodeheaver, Section Chief, Transportation. Planning Division  
Ellen Gallagher, Capital Projects and Operations Div., Dept. of Transportation  
Audrey Clark, Director – Building Plan Review, DPWES  
Ken Williams, Plans & Document Control, ESRD, DPWES  
Department of Highways-VDOT  
Sandy Stallman, Park Planning Branch Manager, FCPA  
Gordon Goodlett, Development Officer, DHCD/Design Development Division  
Barbara J. Lippa, Executive Director, Planning Commission  
Jose Comayagua, Director, Facilities Management  
Gary Chevalier, Office of Capital Facilities/Fairfax County Public Schools  
Kevin J. Guinaw, Chief, Special Projects, ZED/DPZ  
Karyn Moreland, Chief Capital Projects Sections, Dept. of Transportation